

Amendment #1: Changes the required hours of orientation in sections 2.5.1.6 and 2.6.9 to 12 hours from 16 hours

SERIAL 01045-SC

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CONTRACT PERIOD THROUGH JULY 31, 2004

TO: All Departments

FROM: Department of Materials Management

SUBJECT: Contract for **TEMPORARY MEDICAL PERSONNEL - CHS**

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County on **JULY 25, 2001**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

Wes Baysinger, Director
Materials Management

SF/mm
Attach

Copy to: Clerk of the Board
Tom Timmons, Correctional Health Services
Sharon Tohtsoni, Materials Management

SPECIFICATIONS ON INVITATION FOR BID FOR: **TEMPORARY MEDICAL PERSONNEL-CHS**

1.0 **INTENT:**

The intent of this Invitation for Bid is to establish contractors of record and a pricing agreement for temporary medical personnel for the Correctional Health Services of Maricopa County. Participants should understand that services to be provided will be performed in a correctional facility environment, and that all personnel assigned are subject to the various regulations necessary to provide a safe correctional facility environment. Preference may be given to participants/firms/providers who state the greatest capability (*can commit to provide*) of providing maximum CHS personnel requirements as defined herein (**see pricing page, Attachment A**). Primary and secondary awards may be made to allow CHS the greatest flexibility, in the best interests of the County. **Maricopa County reserves the right to add additional contractors to the resultant pricing agreement, as is deemed necessary.** This is a requirement contract. No services shall be provided without a valid purchase order.

2.0 **TECHNICAL SPECIFICATIONS/POLICIES/CONDITIONS:**

2.1 SERVICE DESCRIPTION/UNIT OF SERVICE

Maricopa County Correctional Health Services uses temporary medical personnel from temporary agencies and/or registries, to supplement County staff when census and acuity is high and adequate staff is unavailable.

2.2 DEFINITIONS

- 2.2.1 “Administrator” means the Administrator of Maricopa County Correctional Health Services.
- 2.2.2 “Agency” means the Maricopa County Correctional Health Services.
- 2.2.3 “Clean Claim” means one that can be processed without obtaining additional information from the provider of the service or from a third party. It does not include a claim from a provider who is under investigation for fraud or abuse.
- 2.2.4 “Contract” means this document and all attachments hereto.
- 2.2.5 “Contractor” means the person, firm or organization listed on the Cover Page of this Contract.
- 2.2.6 “Correctional Health Services” (CHS) means a department of Maricopa County that provides health care services to inmates detained in Maricopa County jails and detention facilities.
- 2.2.7 “County” refers to Maricopa County.
- 2.2.8 “Director” refers to the Department Head of Correctional Health Services.
- 2.2.9 “Eligible Clients” means any individual authorized to receive health care services through Correctional Health Services.
- 2.2.10 “Funding Source” means any Federal, State or Private Agency funding source, which may impose conditions on the funding that will be passed onto the Contractor.
- 2.2.11 “Health Certificate” means a written document or series of documents on file with the Contractor and/or Correctional Health Services which acknowledges the following:

2.2.11.1 Annual Tuberculosis skin test or if a skin test reacts, an inoculation must be documented annually.

2.2.11.1.1 For non-reactors, an annual TB skin test.

2.2.11.1.2 For reactors, a documented statement from a health care provider that they are asymptomatic for TB.

2.2.11.2 CPR update (yearly).

2.2.11.3 Either reactive Rubella Titre or Rubella Vaccine.

2.2.11.4 Contractor must offer HB Vaccine. Immunity status must be on file. The Contractor must have a signed statement from any staff member who is not immune and refuses the vaccine.

2.2.11.5 Immune status to Rubeola: If born before 1-1-51, a clear diagnosis of disease is sufficient; if born 1-1-51 to 1-1-57, one documented HHR given after 1970 or Rubella Titre is sufficient; if born after 1-1-57, two documented HHR given after 1970 or Rubella Titre is sufficient.

2.2.12 “Maricopa Medical Center” means the hospital and surrounding campus located at 2601 East Roosevelt, Phoenix, AZ 85008.

2.2.13 “MCSO” means Maricopa County Sheriff’s Office.

2.2.14 “Orientation” refers to formal instruction, presented by CHS and MCSO staff, required of all County and Contractor employees. The instruction is designed to familiarize employees with CHS and MCSO policy and procedures. Instruction includes, but is not limited to, personnel issues, sign in and sign out procedures, absences, conduct and security issues while in the MCSO jails and detention facilities, job functions and expectations, and required documentation regarding patient records. Supervised, on-the-job training will also be included, unless the employee is required to work independently.

2.2.15 “Proper Identification” means a name badge with a picture, which includes full name, status and name of Contractor. While on duty, the badge must be worn at all times on the upper part of the body. The identification badge is provided by the Contractor and all costs will be incurred by the Contractor. An additional identification badge will be provided by the MCSO when the Contractor employee reports to the work site. There is no cost to the Contractor for this badge

2.2.16 “Service Time” means time spent on the assignment. Travel time to and from the assignment is not included.

2.2.17 “Temporary medical personnel” refers to all staff that supports and/or provides clinical or health care services.

2.3 COUNTY/AGENCY RESPONSIBILITIES

2.3.1 CHS will identify all known temporary medical personnel needs, for all shifts, for a two-week period. CHS will publish the list of requirements and send to the Contractors of record. CHS will fill shifts based on contracted rates, staff available, reliability and performance measures.

2.3.2 CHS will provide the Contractor the following information, per assignment:

- 2.3.2.1 Type of staff needed.
- 2.3.2.2 Location of assignment including address and telephone number. (See Exhibit A)
- 2.3.2.3 Shift hours. Registry personnel will be required to work shifts and locations as specified by CHS, based on operational needs.
- 2.3.2.4 Requested date of assignment.
- 2.3.2.5 Sign in/sign out procedures.
- 2.3.3 CHS is under no obligation to utilize one particular contractor over another. Rates, continuity of care and individual staff performance will be considered in Contractor scheduling/utilization. CHS makes no representations nor guarantees the Contractor any maximum or minimum volume, payment, reimbursement, member assignment or number of units of service to be provided.
- 2.3.4 Will provide to the Contractor a copy of specific, non-restricted policies and procedures to govern Contractor's employees while in jail facilities and clinics.
- 2.3.5 MCSO retains the responsibility for the security and safety of all inmates and staff. If for some reason the MCSO feels that a particular Contract employee is not complying with safety and security policies, they have the right to refuse that employee from working in the jail facilities or be terminated from assignment.
- 2.3.6 CHS retains responsibility for the quality of care provided. If for any reason CHS feels that a particular Contract employee is not able to provide the quality of services necessary, they have the right to refuse that employee from working in the jail facilities or be terminated from assignment.
- 2.3.7 Employees showing signs of impairment will be questioned about their behavior. If the supervisor(s) feel the employee is not able to safely perform their duties, the employee will be released from duty and the Contractor will be notified. The Contractor will assume responsibility for the employee when released from duty. The charges for the hours worked will be absorbed by the Contractor.
- 2.4 **CONTRACTOR RESPONSIBILITIES**
 - 2.4.1 Assure that staff provided are qualified and will meet the job classification, education and experience requirements.
 - 2.4.2 Responsible to assure all employees maintain current and valid licensing, certification, immunization, screening and education of Contractor personnel.
 - 2.4.3 Required having a random drug-screening program in place. A copy of their drug-screening program will be provided to CHS.
 - 2.4.4 Complies with exposure control and OSHA standards. Must be in compliance with OSHA regulations regarding Blood Borne Pathogens.
 - 2.4.5 When notified by a CHS representative that a Contractor's employee has been determined not to be able to perform assigned duties in a safe manner, the Contractor will assume responsibility for the employee when released from duty. The charges for the hours worked will be absorbed by Contractor agency.

- 2.4.6 If a Contractor's employee is injured at work, or has a significant bodily fluid exposure, the Shift Supervisor or Nurse Manager is to be notified. The Contractor's employee should notify their Contractor. The Contractor is responsible for processing and handling injury claims for their staff.
- 2.4.7 Have a staff member available to receive calls 24 hours per day.
- 2.4.8 Make every reasonable effort to replace their staff who call off or do not show for a scheduled shift. Reliable staffing patterns will be considered in utilizing and retaining contract agencies
- 2.4.9 Comply with CHS and MCSO policy, procedures and security regulations.
- 2.4.10 Fully cooperate with other CHS Contractors, Subcontractors and their employees in the performance of work. The Contractor or their employees shall not commit or permit any act, which will interfere with the performance of work by any other contractor, with the exception of those necessary to protect employees or patients from danger.
- 2.4.11 Provide a CPR macro shield mouthpiece to all their staff requiring current CPR accreditation.
- 2.4.12 For every new placement with CHS, the Contractor agrees to provide the following documentation:
 - 2.4.12.1 Complete formal name, to include date of birth and/or social security number. This information is required to complete the security background investigations performed by MCSO for employment in our facilities when the temporary employee reports for their respective shift. There is no cost, to the contractor, associated with this background investigation.
 - 2.4.12.2 A copy of a current Arizona professional license and/or certification.
 - 2.4.12.3 Years of job-related experience.
 - 2.4.12.4 A copy of a current CPR card with documentation of an annual review or retake (as applicable).
 - 2.4.12.5 A copy of a current BLS card (as applicable).
 - 2.4.12.6 A copy of a current ACLS card (as applicable).
 - 2.4.12.7 Documentation verifying annual PPD testing/results and that the Contractor employee has completed fit testing for Hepamasks.
- 2.4.13 Retain on file and have available for CHS review, upon request, the following documentation:
 - 2.4.13.1 Employee attendance at fire, safety, infection control and hazardous waste classes (as applicable).
 - 2.4.13.2 Documentation of all annual OSHA training.
 - 2.4.13.3 Documentation of random drug test screening.
 - 2.4.13.4 Documentation of a completed criminal record background check.
 - 2.4.13.5 Complete resume, including work history and a minimum of two references.
 - 2.4.13.6 Annual evaluation(s) pertaining to job performance, including relevant competency testing.

2.5 CONTRACTOR STAFFING CLASSIFICATION AND REQUIREMENTS

2.5.1 General Requirements

- 2.5.1.1 All Contractor employees will provide health care services within the scope of practice, maintaining applicable guidelines for care, statutes, standards and regulations set forth by State laws, licensing and certifying organizations.
- 2.5.1.2 Act as client advocate to preserve their autonomy, confidentiality and dignity.
- 2.5.1.3 Apply a systematic, organized approach to completion of assignments and assist others to do the same.
- 2.5.1.4 Complete documentation on appropriate forms per CHS and MCSO policy and procedures.
- 2.5.1.5 If injured while in a jail facility, a Contract employee will notify their Shift Supervisor or Nurse Manager and respective Contract employer.
- 2.5.1.6 Contract employees who have not worked in a jail facility within the last 12 months shall attend a CHS ~~12~~ 16-hour orientation course.
- 2.5.1.7 Any Contractor employee who has been employed by CHS in the past 12 months may not be assigned to a jail facility. Waivers to this clause may be requested in writing, subject to the approval of the CHS Director.
- 2.5.1.8 CHS reserves the right to hire Contractor's employees without time limitations and waives any financial penalties assessed to the employee. CHS will reimburse the Contractor Agency up to 80 hours, at the normal contract rate, if hired within ninety- (90) days of last service to CHS. CHS is not obligated to pay any fee if hired after the ninety- (90) days.
- 2.5.1.9 The picture identification required by the Contractor must be worn while in the jail facility.
- 2.5.1.10 Present, upon request, a copy of their Arizona professional license and current CPR card.
- 2.5.1.11 Comply with the CHS dress code while working per assignment in a CHS facility. (See Exhibit B)

2.5.2 Specific Requirements: (The requirements and duties listed are meant to describe the general scope of practice and are not meant to be all-inclusive. Contract employees are expected to perform the full scope of duties specified by law.)

- 2.5.2.1 **Dental Assistant:** Assist the dentist in providing general dental services. Accurately completes the daily sharps and instrument inventory at the beginning and end of each workday. Triage all inmates scheduled to be seen by the dentist. Takes dental x-rays as directed by the dentist. Documents activities and procedures in dental records.
- 2.5.2.2 **Licensed Practical Nurse:** Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.

- 2.5.2.3 **Medical Assistant:** Prepares patients for examination and treatment, takes patient histories, vital signs and records chief complaints. Performs office procedures, tests and examinations. Maintains adequate supplies for exam/procedure rooms. Transcribes provider orders, schedules return appointments. Administers injections, immunizations and skin TB test per protocol. Performs venipunctures and lab tests. Contribute to team work and unit organization. Documentation of patient care. Must possess current BLS certificate and basic first aid.
- 2.5.2.4 **Medical Records Clerk:** Process requests for release of medical record information. Handles various telephone inquiries. Retrieval of medical records. File active and inactive medical records. Purge inactive medical records. Process abnormal lab results, order supplies and performs other duties as assigned.
- 2.5.2.5 **Nursing Assistant:** Prepares patients for examination and treatment. Takes patient histories, vital signs and records chief complaints. Performs office procedures. Maintains adequate supplies for exam/procedure rooms. Assist patient with basic needs. Documentation of patient care. Contribute to teamwork. Must possess current BLS certification and basic first aid.
- 2.5.2.6 **Patient Care Assistant:** Assist provider and nursing staff. Maintain unit logs and records. Documentation of patient care. Maintain adequate supplies for exam/procedure rooms. Computer literate – MS Word documents. Assemble, disassemble and maintain medical records. Take off provider orders. Perform venipuncture for labs and prepares specimens. Maintains lab area. Must possess current BLS certificate and basic first aid.
- 2.5.2.7 **Pharmacist:** Dispense and fill medication orders written by CHS medical and dental staff.
- 2.5.2.8 **Pharmacy Technician:** Assist the pharmacist in the processing and filling of medication orders. Must be familiar with various medications, their proper dose, use and contraindications. Must be computer literate.
- 2.5.2.9 **Psychiatric Technician:** Complete basic treatment as directed by licensed nurse or counselor. Assist all staff as needed to ensure patient care and unit activities are completed in a timely manner. Supply unit as needed. Documentation of patient care. Participates in group problems and teamwork. BLS certified.
- 2.5.2.10 **Radiology Technician:** Take medical x-rays, of good quality, ordered by medical providers. Must be familiar with various x-ray techniques and be able to process and develop exposed x-rays.
- 2.5.2.11 **Registered Nurse (Medical):** Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.
- 2.5.2.12 **Registered Nurse (Psychiatric):** Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations. Contribute to teamwork.

2.5.2.13 **Unit Secretary:** Required to input patient information. Must be computer literate; proficient in MS Word; and type 30 wpm. Assemble, disassemble and maintain medical records. Takes off provider orders, complete forms and requisitions, files, locate and retrieve charts. Answers phone; takes messages; provides information to all staff. Contribute to teamwork.

2.6 POLICY GUIDELINES

- 2.6.1 Maricopa County Correctional Health Services will only compensate in accordance with the terms specified in this contract and at the specified contract rate.
- 2.6.2 CHS reserves the right to deny payment for any incomplete timesheets.
- 2.6.3 Contractor assumes sole and exclusive responsibility for payment of any federal and state income taxes, Social Security taxes and other mandatory governmental deductions or obligations. Contractor shall indemnify and hold CHS harmless for any and all liability, which CHS may incur because of Contractor's failure to pay such taxes or obligations.
- 2.6.4 CHS agrees to provide one-hour advance notice of cancellation without any penalty or expense. If Contractor staff members are "sent home" due to scheduling changes, CHS will only reimburse up to a maximum of two hours of travel time, paid at the specified rate.
- 2.6.5 Scheduled overtime must have prior approval by the CHS Staffing Coordinator. Overtime will be paid at a rate of one and one half (1 ½) times the regular contracted rate and will be calculated on hours in excess of 40 hours in a jail facility, per work week, from shifts beginning at 11:00 p.m. Saturday through 10:59 p.m. Saturday.
- 2.6.6 Additional time worked beyond the scheduled shift assignment must have prior approval by the Shift Supervisor.
- 2.6.7 CHS does not pay for Contractor's staff who do not take a ½ hour lunch or break in a shift of six hours or more, unless approved by the Unit Manager or Shift Supervisor, in accordance with the Fair Labor Standard Laws.
- 2.6.8 Sign in/sign out policy:
 - 2.6.8.1 All Contractors' employees must sign in at time of arrival and sign out at time of departure on the CHS Registry Usage Log at their assigned facility or clinic. (See Exhibit C)
 - 2.6.8.2 If the Contractor's employee signs in seven minutes after the start of their shift, they will be docked ¼ hour wages. If the Contractor's employee signs out seven minutes before the end of their shift, they will be docked ¼ hour wages.
 - 2.6.8.3 If the Contractor's employee "abandons" their assignment without approval of the CHS Unit Manager or Shift Supervisor, the Contractor will not be paid for duty hours worked.
 - 2.6.8.4 Contractor employees who are released from duty due to scheduling changes must still sign in and sign out on the CHS Registry Usage Log.
 - 2.6.8.5 Invoices may be adjusted to be in agreement with CHS Registry Usage Logs.

- 2.6.9 Contractor employees whom have never worked in a jail facility or clinic will be required to complete a **12** ~~46~~-hour orientation period. If the Contractor employee has worked anytime for CHS within the last 12 months, no additional orientation is required, unless deemed necessary by CHS. The Contractor will be paid at ½ the billable rate for all orientation expenses, unless an exception is granted by CHS. Contractors must request exceptions to policy in writing. Examples that would be considered to be waived from the billable rate limitation would be individuals that are working independently or require no on-the-job training.
- 2.6.10 Holiday pay will be allowed for those working on the following holidays: Christmas (December 25), New Years Day (January 1), Memorial Day, Independence Day (July 4), Labor Day and Thanksgiving. Holiday rates will be paid at one and one half (1 ½) times the regular contract rate from 11:00 p.m. the day prior to the holiday through 11:00 p.m. of the actual holiday.
- 2.6.11 The Contractor will provide qualified staff, as requested, for coverage when CHS is unable to staff operations. The Contractor may, at their own expense, substitute a higher “professional” level than requested, but the County is only responsible to pay at the level requested.

2.7 PROCEDURES

- 2.7.1 At the end of each shift, the Contractor employee must present a timesheet to the CHS Shift Supervisor or CHS designee, for signature, for the hours worked.
- 2.7.2 A clean and valid timesheet must reflect the following information:
 - 2.7.2.1 Printed name of Contract employee.
 - 2.7.2.2 Facility location and cost center.
 - 2.7.2.3 Time in and time out worked.
 - 2.7.2.4 Total hours worked.
 - 2.7.2.5 Signature of Contract employee.
 - 2.7.2.6 Signature of CHS employee.
- 2.7.3 The Contractor will submit an invoice for services performed on a weekly basis to:

CHS Finance Unit
Correctional Health Services
111 W Monroe, Suite 900
Phoenix, AZ 85003
- 2.7.4 It is the intent of Maricopa County to employ electronic invoicing in order to make the payment process more efficient. Contractors are encouraged to use this process when submitting the invoices.
- 2.7.5 **An error in the invoice may cause the entire billing to be returned to the Contractor for correction, which would delay the processing for payment.**
- 2.7.6 **A separate invoice must be provided per facility and cost center.**

2.7.7 Each invoice submitted to CHS for payment **must have** the following information:

2.7.7.1 Facility name and cost center.

2.7.7.2 Names of persons assigned.

2.7.7.3 Job code/position requested, i.e. RN, MA.

2.7.7.4 Job code/position provided.

2.7.7.5 Dates service performed.

2.7.7.6 Time in and time out of shift.

2.7.7.7 Total hours worked.

2.7.7.8 Contracted hourly rate.

2.7.7.9 Total amount charged.

2.7.8 Subject to the availability of funds, CHS will, within 30 working days from the date of **receipt of a clean claim**, process and send to Finance an invoice for payment. The CHS Finance Administrator or designee may adjust the invoice for items disallowed in accordance with the terms of this Contract and will submit the claim for payment at the adjusted rate. If the Contractor protests the disallowance, the Contractor must provide, in writing, notice to the CHS Finance Administrator or designated representative of the disputed claim and provide documentation to support it.

2.7.9 The Contractor understands and agrees that the CHS will not honor any claim for payment submitted six months after the date of service.

2.7.10 All invoices must be submitted to the CHS Finance Administrator or designee no later than sixty (60) days after the expiration date of the current contract.

2.8 DISPUTES

Except as otherwise provided by law, any dispute arising under this Contract shall be submitted to the Dispute Process as specified in Maricopa County Procurement Code section MC1-905 and MC1-906, as amended. The provisions of this dispute process can be found on www.maricopa.gov/materials/p-code/HTML_code/Code-01.htm

Disputes involving adjusted invoices should be addressed directly to the Finance Manager, CHS, in writing and with supporting documentation provided. In event differences can not be resolved between the Contractor and CHS, then resolution must be accomplished in accordance with the Maricopa County Procurement Code, section MC1-905 and MC1-906.

2.9 TAX

No tax shall be levied against labor. Bid pricing to include all labor, overhead, tools and equipment used, profit, and any taxes that may be levied. It is the responsibility of the bidder to determine any and all taxes and include the same in bid price.

3.0 **SPECIAL TERMS & CONDITIONS:**

3.1 CONTRACT LENGTH

This Invitation For Bids is for awarding a firm, fixed price purchasing contract to cover a **three (3) year period**.

3.2 OPTION TO EXTEND

The County may, at their option and with the approval of the Contractor, may extend the period of this Contract up to a maximum of two (2), one (1) year options. The Contractor shall be notified in writing by the Materials Management Department of the County's intention to extend the contract period at least thirty (30) calendar days prior to the expiration of the original contract period.

3.3 INDEMNIFICATION AND INSURANCE

3.3.1 Indemnification.

To the fullest extent permitted by law, the **CONTRACTOR** shall defend, indemnify, and hold harmless the **COUNTY**, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including but not limited to attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, relating to, arising out of, or alleged to have resulted from the acts, errors, omissions or mistakes relating to the performance of this Contract. **CONTRACTOR'S** duty to defend, indemnify and hold harmless the **COUNTY**, its agents, representatives, officers, directors, officials, and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, or injury to, impairment, or destruction of property, including loss of use resulting therefrom, caused by any acts, errors, omissions or mistakes in the performance of this Contract including any person for whose acts, errors, omissions or mistakes, the **CONTRACTOR** may be legally liable.

The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

Abrogation of Arizona Revised Statutes Section 34-226:

In the event that A.R.S. § 34-226 shall be repealed or held unconstitutional or otherwise invalid by a court of competent jurisdiction, then to the fullest extent permitted by law, the **CONTRACTOR** shall defend, indemnify and hold harmless the **COUNTY**, its agents, representatives, officers, directors, officials and employees from and against all claims, damages, losses and expenses (including but not limited to attorney fees, court costs, and the cost of appellate proceedings), relating to, arising out of, or resulting from **CONTRACTOR'S** work or services. **CONTRACTOR'S** duty to defend, indemnify and hold harmless, the **COUNTY**, its agents, representatives, officers, directors, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, injury to, impairment or destruction of property including loss of use resulting therefrom, caused in whole or in part by any act or omission of the **CONTRACTOR**, anyone **CONTRACTOR** directly or indirectly employs or anyone for whose acts **CONTRACTOR** may be liable, regardless of whether it is caused in part by a party indemnified hereunder, including the **COUNTY**.

The amount and type of insurance coverage requirements set forth below will in no way be construed as limiting the scope of the indemnity in this paragraph.

The scope of this indemnification does not extend to the sole negligence of the **COUNTY**.

3.3.2 Insurance Requirements

CONTRACTOR, at **CONTRACTOR'S** own expense, shall purchase and maintain the herein stipulated minimum insurance with companies duly licensed, possessing a current A.M. Best, Inc. Rating of B++6, or approved unlicensed companies in the State of Arizona with policies and forms satisfactory to the **COUNTY**.

All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted. Failure to do so may, at the sole discretion of the **COUNTY**, constitute a material breach of this Contract.

The **CONTRACTOR'S** insurance shall be primary insurance as respects the **COUNTY**, and any insurance or self-insurance maintained by the **COUNTY** shall not contribute to it.

Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect coverage afforded under the insurance policies to protect the **COUNTY**.

The insurance policies may provide coverage, which contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to the **COUNTY** under such policies. The **CONTRACTOR** shall be solely responsible for the deductible and/or self-insured retention and the **COUNTY**, at its option, may require the **CONTRACTOR** to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

The **COUNTY** reserves the right to request and to receive, within 10 working days, certified copies of any or all of the herein required insurance policies and/or endorsements. The **COUNTY** shall not be obligated, however, to review such policies and/or endorsements or to advise **CONTRACTOR** of any deficiencies in such policies and endorsements, and such receipt shall not relieve **CONTRACTOR** from, or be deemed a waiver of the **COUNTY'S** right to insist on strict fulfillment of **CONTRACTOR'S** obligations under this Contract.

The insurance policies required by this Contract, except Workers' Compensation, shall name the **COUNTY**, its agents, representatives, officers, directors, officials and employees as Additional Insured.

The policies required hereunder, except Workers' Compensation, shall contain a waiver of transfer of rights of recovery (subrogation) against the **COUNTY**, its agents, representatives, officers, directors, officials and employees for any claims arising out of **CONTRACTOR'S** work or service.

3.3.3 Commercial General Liability.

CONTRACTOR shall maintain Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence with a \$2,000,000 Products/Completed Operations Aggregate and a \$2,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage including, but not limited to, the liability assumed under the indemnification provisions of this Contract which coverage will be at least as broad as Insurance Service Office, Inc. Policy Form CG 00 01 10 93 or any replacements thereof. The coverage shall include X, C, U

The policy shall contain a severability of interest provision, and shall not contain a sunset provision or commutation clause, or any provision which would serve to limit third party action over claims.

The Commercial General Liability additional insured endorsement shall be at least as broad as the Insurance Service Office, Inc.'s Additional Insured, CG 20 10 11 85, and shall include coverage for **CONTRACTOR'S** operations and products and completed operations.

If the **CONTRACTOR** subcontracts any part of the work, services or operations awarded to the **CONTRACTOR**, he shall purchase and maintain, at all times during prosecution of the work, services or operations under this Contract, an Owner's and **CONTRACTOR'S** Protective Liability insurance policy for bodily injury and property damage, including death, which may arise in the prosecution of the **CONTRACTOR'S** work, service or operations under this Contract. Coverage shall be on an occurrence basis with a limit not less than \$1,000,000 per occurrence, and the policy shall be issued by the same insurance company that issues the **CONTRACTOR'S** Commercial General Liability insurance.

- 3.3.4 Workers' Compensation. The **CONTRACTOR** shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of **CONTRACTOR'S** employees engaged in the performance of the work or services, as well as Employer's Liability insurance of not less than \$1,000,000 for each accident, \$1,000,000 disease for each employee, and \$1,000,000 disease policy limit.

In case any work is subcontracted, the **CONTRACTOR** will require the Subcontractor to provide Workers' Compensation and Employer's Liability insurance to at least the same extent as required of the **CONTRACTOR**.

3.4 CERTIFICATES OF INSURANCE

Prior to commencing work or services under this Contract, **CONTRACTOR** shall furnish, **upon request**, the **COUNTY** with Certificates of Insurance, or formal endorsements as required by the Contract, issued by **CONTRACTOR'S** insurer(s), as evidence that policies providing the required coverages, conditions and limits required by this Contract are in full force and effect. Such certificates shall identify this contract number and title.

In the event any insurance policy (ies) required by this contract is (are) written on a "claims made" basis, coverage shall extend for two- (2) years past completion and acceptance of the **CONTRACTOR'S** work or services and as evidenced by annual Certificates of Insurance.

If a policy does expire during the life of the Contract, a renewal certificate must be sent to the **COUNTY** fifteen- (15) days prior to the expiration date.

3.5 CANCELLATION AND EXPIRATION NOTICE

Insurance required herein shall not expire, be canceled, or materially changed without thirty- (30) day's prior written notice to the **COUNTY**.

3.6 TERMS AND PAYMENT

Payment under Contract will be made in the manner provided by law. Invoices shall be prepared and submitted in accordance with the instructions provided on the Purchase Order. Invoices shall contain the following information: Purchase Order number (if required by CHS), item numbers, description of supplies and or/services, sizes, quantities, unit prices and extended totals. Invoice shall include all items specified in section 2.7.7 of this Contract and applicable sales/use tax. The County is not subject to excise tax.

3.7 FACILITIES

During the course of this Agreement, the County shall provide the Contractor's personnel with adequate workspace for consultants and such other related facilities as may be required by Contractor to carry out its obligation enumerated herein.

3.8 PROCUREMENT CARD ORDERING CAPABILITY

It is the intent of Maricopa County to utilize the Bank of America MC Procurement Card or other procurement card that may be used by the County from time to time, to place and make payment for orders under this Contract. Bidders are encouraged to use this capability; however, non-usage, unless otherwise mandated by County law or policy, will not be considered non-responsive or ineligible for award consideration.

Purchase Card Clarification.

Maricopa County's Bank of America Purchase Card program is based on the MasterCard charge card. There is no charge from Maricopa County for the program, any costs or charges to the vendor or contractor will be based on the transaction dollar amount and is from the Vendors/contractors servicing Bank. The vendor/contractor should contact their bank to arrange for the acceptance and information concerning any charges to use this program.

The advantages of accepting the purchase card for payment are as follows.

1. The bank pays the vendor/contractor in 48 to 72 hours versus 30 days from Maricopa County.
2. The vendor/contractor does not have to invoice Maricopa County.
3. The vendor/contractor does not have to carry that transaction in their account receivable.

Maricopa County offers this opportunity only to vendors/contractors that are not 1099 reportable to the Internal Revenue Service. Maricopa County will be asking those vendors/contractors that are offered this opportunity to give the County a prompt payment discount.

3.9 **PROMPT PAYMENT DISCOUNT**

Maricopa County, through its "Purchase Card Process" has initiated changes that are intended to both improve and expedite the purchasing and payment process. In light of these efforts, Bidders are strongly encouraged to offer Maricopa County prompt payment discounts for this service and take into consideration receipt of payment with seventy-two (72) hours from time of payment processing. Discounts offered will be considered in the evaluation price analysis process

3.10 **INTERNET ORDERING CAPABILITY**

It is the intent of Maricopa County to utilize the Internet under this Contract. Proposers without this capability may be considered non-responsive and not eligible for award consideration

3.11 **NON-MANDATORY PRE-PROPOSAL CONFERENCE AND FACILITY TOUR**

A non-mandatory pre-proposal conference will be conducted on Monday, June 4, 2001 at the CHS Administrative Office located at 111 W. Monroe, Suite 900, Phoenix, AZ 85003. The conference will start at 9:00 a.m., followed by a tour of CHS facilities at Madison Street jail. The conference will allow bidders the opportunity to discuss the general aspects of the Invitation For Bids and receive an orientation of select CHS facilities. The intent is to clarify, as required, the IFB and to facilitate placement of temporary medical personnel in CHS facilities as bidders would then be more prepared to answer questions presented by their employees. Due to space limitations, potential bidders will be limited to one (1) representative. **The name of the representative attending will need to be provided to CHS, Attn: Tom Timmons, (602) 506-5579, not later than June 1, 2001.**

3.12 **INQUIRIES**

All inquiries concerning information contained herein shall be addressed to:

MARICOPA COUNTY
DEPARTMENT OF MATERIALS MANAGEMENT
ATTN: CONTRACT ADMINISTRATION
320 WEST LINCOLN
PHOENIX AZ 85003

Administrative telephone inquiries shall be addressed to:

STAN FISHER, SENIOR PROCUREMENT CONSULTANT – (602) 506-3274

Inquiries may be submitted by telephone but must be followed up in writing. No oral communication is binding on Maricopa County.

4.0 **CONTRACT TERMS AND CONDITIONS:**

4.1 LANGUAGE FOR REQUIREMENTS CONTRACTS

Contractors signify their understanding and agreement by signing this document, that the Contract resulting from this bid will be a requirements contract. However, this Contract does not guarantee that any purchases will be made. It only indicates that if purchases are made for the services contained in this Contract, that they will be purchased from the Contractor awarded that item. Orders will only be placed when a need is identified by a Using Agency or Department and proper authorization and documentation have been approved.

4.2 ESCALATION

Any requests for price adjustments must be submitted sixty (60) days prior to the **anniversary date/contract renewal date**. Justification for any requested adjustment in cost of labor and/or materials must be accompanied by appropriate supporting documentation. Escalation (price/fee increase requests) shall not exceed a percentage of increase greater than the findings of a local market survey of like personnel positions conducted by Materials Management. Requests for hourly rate increases shall be by individual personnel position. Increases shall be approved in writing by the Materials Management Department prior to any adjusted invoicing submitted for payment

4.3 UNCONDITIONAL TERMINATION FOR CONVENIENCE

Maricopa County may terminate the resultant Contract for convenience by providing sixty (60) calendar days advance notice to the Contractor.

4.4 TERMINATION FOR DEFAULT

If the Contractor fails to meet deadlines, or fails to provide the agreed upon service/material altogether, a termination for default will be issued. The termination for default will be issued only after it is deemed by the County, that the Contractor has failed to remedy the problem after being forewarned.

4.5 TERMINATION BY THE COUNTY

If the Contractor should be adjudged bankrupt or should make a general assignment for the benefit of its creditors, or if a receiver should be appointed on account of its insolvency, the County may terminate this Contract. If the Contractor should persistently or repeatedly refuse or should fail, except in cases for which extension of time is provided, to provide enough properly skilled workers or proper materials, or persistently disregard laws and ordinances, or not proceed with work or otherwise be guilty of, a substantial violation of any provision of this Contract, then the County may terminate this Contract. Prior to termination of this Contract, the County shall give the Contractor fifteen- (15) calendar days written notice. Upon receipt of such termination notice, the Contractor shall be allowed fifteen-(15) calendar days to cure such deficiencies.

4.6 APPROPRIATION CONTINGENCY

The Contractor recognized that any agreement entered into shall commence upon the day first provided and continued in full force and effect until termination in accordance with its provisions. The Contractor and the County herein recognized that the continuation of any contract after the close of any given fiscal year of the County which fiscal years end on June 30 of each year, shall be subject to the approval of the budget of the County providing for or covering such contract item as an expenditure therein. The County does not represent that said budget item will be actually adopted, said determination being the determination of the County Board of Supervisors at the time of the adoption of the budget.

4.7 ORGANIZATION - EMPLOYMENT DISCLAIMER

The Contract is not intended to constitute, create, give rise to or otherwise recognize a joint venture contract or relationship, partnership or formal business organization of any kind, and the rights and obligations of the parties shall be only those expressly set forth in the Contract.

The parties agree that no persons supplied by the Contractor(s) in the performance of obligations under the contract are considered to be County employees, and that no rights of County civil service, retirement or personnel rules accrue to such persons. The Contractor(s) shall have total responsibility for all salaries, wages, bonuses, retirement withholdings, workmen's compensation, other employee benefits and all taxes and premiums appurtenant thereto concerning such persons, and shall save and hold the County harmless with respect thereto.

4.8 STATUTORY RIGHT OF CANCELLATION FOR CONFLICT OF INTEREST

Notice is given that pursuant to A.R.S. § 38-511 the County may cancel this Contract without penalty or further obligation within three-(3) years after execution of the contract, if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County is at any time while the Contract or any extension of the Contract is in effect, an employee or agent of any other party to the contract in any capacity or consultant to any other party of the Contract with respect to the subject matter of the Contract. Additionally, pursuant to A.R.S. § 38-511 the County may recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County from any other party to the contract arising as the result of the contract.

4.9 OFFSET FOR DAMAGES

In addition to all other remedies at Law or Equity, the County may offset from any money due to the Contractor any amounts Contractor owes to the County for damages resulting from breach or deficiencies in performance under this contract.

4.10 ADDITIONS/DELETIONS OF SERVICE

The County reserves the right to add and/or delete services to this Contract. Should a service requirement be deleted, payment to the Contractor will be reduced proportionally, to the amount of service reduced in accordance with the bid price. Should additional services be required from this Contract, prices for such additions will be negotiated between the Contractor and the County.

4.11 SUBCONTRACTING

The Contractor may not assign this Contract or Subcontract to another party for performance of the terms and conditions hereof without the written consent of the County. All correspondence authorizing subcontracting must reference the Bid Serial Number and identify the job project.

The Subcontractor's rate for the job shall not exceed that of the Prime Contractor's rate, as bid in the pricing section, unless the Prime Contractor is willing to absorb any higher rates. The Subcontractor's invoice shall be invoiced directly to the Prime Contractor, who in turn shall pass-through the costs to the County, without mark-up. A copy of the Subcontractor's invoice must accompany the Prime Contractor's invoice.

4.12 AMENDMENTS

All amendments to this Contract must be in writing and signed by both parties.

4.13 CONFORMATION WITH THE LAW

This service shall be accomplished in conformity with the laws, ordinances, rules, regulations and zoning restrictions of the United States of America, the State of Arizona, County of Maricopa, and the City of Phoenix.

4.14 CONTRACT COMPLIANCE MONITORING

The Materials Management Department and Correctional Health Services shall monitor the Contractor's compliance with, and performance under, the terms and conditions of the Contract. The Contractor shall make available for inspection and/or copying by the County all records and accounts relating to the work performed or the services provided in this Contract.

4.15 RETENTION OF RECORDS

The Contractor agrees to retain all financial books, records, and other documents relevant to this Contract for five (5) years after final payment or until after the resolution of any audit questions which could be more than five (5) years, whichever is longer. Medical, dental and x-ray records will be retained a minimum of ten (10) years or as mandated by Federal, State and local laws and regulations. The Department, Federal or State auditors and any other persons duly authorized by the Department shall have full access to, and the right to examine, copy and make use of any and all said materials.

4.16 ADEQUACY OF RECORDS

If the Contractor's books, records and other documents relevant to this Contract are not sufficient to support and document that allowable services were provided. The Contractor shall reimburse Maricopa County for the services not so adequately supported and documented.

4.17 AUDIT DISALLOWANCES

If at any time it is determined by the Department that a cost for which payment has been made is a disallowed cost, the Department shall notify the Contractor in writing of the disallowance and the required course of action, which shall be at the option of the Department either to adjust any future claim submitted by the Contractor by the amount of the disallowance or to require repayment of the disallowed amount by the Contractor forthwith issuing a check payable to Maricopa County.

4.18 P.O. CANCELLATION LANGUAGE

The Department of Materials Management reserves the right to cancel Purchase Orders within a reasonable period of time after issuance. Should a Purchase Order be canceled, the County agrees to reimburse the Contractor but only for actual and documentable costs incurred by the Contractor due to and after issuance of the Purchase Order. The County will not reimburse the Contractor for any costs incurred after receipt of County notice of cancellation, or for lost profits, shipment of product prior to issuance of Purchase Order, etc.

Contractors agree to accept verbal notification of cancellation from the Department of Materials Management with written notification to follow. By submitting a bid in response to this Invitation For Bids, the Contractor specifically acknowledges to be bound by this cancellation policy.

4.19 VALIDITY

The invalidity, in whole or in part, of any provision of this Contract shall not void or affect the validity of any other provision of this Contract.

4.20 CONTRACTOR RESPONSIBILITY

The Contractor will be responsible for any damages to County property as applicable when such property is the responsibility or in the custody of the Contractor, his employees or Subcontractors

4.21 PRICE REDUCTIONS

By submitting a bid in response to this solicitation, Contractors agree to guarantee that Maricopa County is receiving the lowest price offered by your company to other customers for similar services at comparable volumes in a similar geographic area. If at any time during the contract period your company offers a lower price to another customer, **SIMILAR PRICES MUST BE EXTENDED TO MARICOPA COUNTY.** If a notification IS not made of said price reductions, upon discovery, Maricopa County shall reserve the right to take any or all of the following actions:

4.21.1 Cancel the Contract, if it is currently in effect.

4.21.2 Determine the amount which the County was overcharged and submit a request for payment from the Contractor for that amount.

4.21.3 Take the necessary steps to collect any performance surety provided on the applicable contract.

4.22 RIGHTS IN DATA

The County shall have the use of data and reports resulting from this Contract without additional cost or other restriction except as may be established by law or applicable regulation. Each party shall supply to the other party, upon request, any available information that is relevant to this Contract and to the performance hereunder.

4.23 SECURITY AND PRIVACY

The Contractor agrees that none of its officers or employees shall use or reveal any research or statistical information furnished by any person and identifiable to any specific private person for any purpose other than the purpose for which it was obtained. Copies of such information shall not, without the consent of the person furnishing such information, be admitted as evidence or used for any purpose in any action, suit, or other judicial or administrative proceedings, unless ordered by a court of competent jurisdiction. The County shall be notified immediately upon receipt of any such order of court, pertaining to production of such information.

The Contractor shall incorporate the foregoing provisions of this paragraph in all of its authorized subcontracts.

~~ATC HEALTHCARE, 7227 N. 16TH ST., STE 225, PHOENIX, AZ 85020~~

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: X YES NO

ACCEPT PROCUREMENT CARD: X YES NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: YES NO % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: YES NO % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: YES NO

PRICING:

NOTE: ~~DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.~~

PRICING: P080502/B0600095

~~Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.~~

~~The maximum number of each personnel description anticipated to be required on any given day is listed below.~~

~~Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.~~

~~(2) Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture. SECONDARY AWARD \$30-33 weekend /hr~~

~~Maximum personnel typically required: 15~~

~~Maximum personnel your firm can commit to provide: 15~~

~~Number of active employees currently listed in your firm's database for this personnel description: 0~~

~~(3) Medical Assistant: Prepares patients for examination and treatment, takes patient histories, vital signs and records chief complaints. Performs office procedures, tests and examinations. Maintains adequate supplies for exam/procedure rooms. Transcribes provider orders, schedules return appointments. Administers injections, immunizations and skin TB test per protocol. Performs venipunctures and lab tests. Contribute to team work and unit organization. Documentation of patient care. SECONDARY AWARD \$21-23 weekend /hr~~

~~Maximum personnel typically required: 30~~

~~Maximum personnel your firm can commit to provide: 25~~

~~Number of active employees currently listed in your firm's database for this personnel description: 25~~

ATC HEALTHCARE, 7227 N. 16TH ST., STE 225, PHOENIX, AZ 85020

(4) Medical Records Clerk: Process requests for release of medical record information. Handles various telephone inquiries. Retrieval of medical records. File active and inactive medical records. Purge inactive medical records. Process abnormal lab results, order supplies and performs other duties as assigned. PRIMARY AWARD
\$12-15 weekend /hr

Maximum personnel typically required: 6

Maximum personnel your firm can commit to provide: 2

Number of active employees currently listed in your firm's database for this personnel description: 2

(5) Nursing Assistant: Prepares patients for examination and treatment. Takes patient histories, vital signs and records chief complaints. Performs office procedures. Maintains adequate supplies for exam/procedure rooms. Assist patient with basic needs. Documentation of patient care. Contribute to teamwork. Must possess current BLS certification and basic first aid. SECONDARY AWARD
\$20-22 weekend /hr

Maximum personnel typically required: 10

Maximum personnel your firm can commit to provide: 12

Number of active employees currently listed in your firm's database for this personnel description: 12

(6) Patient Care Assistant: Assist provider and nursing staff. Maintain unit logs and records. Documentation of patient care. Maintain adequate supplies for exam/procedure rooms. Computer literate MS Word documents. Assemble, disassemble and maintain medical records. Take off provider orders. Perform venipuncture for labs and prepares specimens. Maintains lab area. Must possess current BLS certificate and first aid. SECONDARY AWARD
\$20-22 weekend /hr

Maximum personnel typically required: 5

Maximum personnel your firm can commit to provide: 5

Number of active employees currently listed in your firm's database for this personnel description: 10

(9) Psychiatric Technician: Complete basic treatment as directed by licensed nurse or counselor. Assist all staff as needed to ensure patient care and unit activities are completed in a timely manner. Supply unit as needed. Documentation of patient care. Participates in group problems and teamwork. BLS certified. SECONDARY AWARD
\$21-23 weekend /hr

Maximum personnel typically required: 4

Maximum personnel your firm can commit to provide: 5

Number of active employees currently listed in your firm's database for this personnel description: 6

ATC HEALTHCARE, 7227 N. 16TH ST., STE 225, PHOENIX, AZ 85020

(10) Radiology Technician: Take medical x-rays, of good quality, ordered by _____
 _____ medical providers. Must be familiar with various x-ray techniques _____ PRIMARY AWARD
 _____ and be able to process and develop exposed x-rays. _____ \$21-23 weekend /hr

_____ Maximum personnel typically required: 1 _____

_____ Maximum personnel your firm can commit to provide: 1 _____

_____ Number of active employees currently listed in your firm's database for this personnel description: 1 _____

(11) Registered Nurse (Medical): Perform client assessments, implement plan _____
 _____ of care, initiate interventions, evaluate intervention outcome and _____
 _____ report change of client condition to appropriate person(s). Administer medications _____
 _____ and injections and complete and/or assist with procedures, including resuscitation, _____
 _____ first aid and basic life support. Must be IV therapy competent. Obtain lab _____
 _____ specimens through venipunctures. Document assessments and evaluations. _____ SECONDARY AWARD
 _____ Contribute to teamwork. _____ \$40-44 weekend /hr

_____ Maximum personnel typically required: 6 _____

_____ Maximum personnel your firm can commit to provide: 10 _____

_____ Number of active employees currently listed in your firm's database for this personnel description: 10 _____

(12) Registered Nurse (Psychiatric): Perform client assessments, implement plan _____
 _____ of care, initiate interventions, evaluate intervention outcome and report _____
 _____ change of client condition to appropriate person(s). Administer medications and _____
 _____ injections and complete and/or assist with procedures, including resuscitation, _____
 _____ first aid and basic life support. Must be IV therapy competent. Will obtain lab _____
 _____ specimens through venipuncture. Document assessments and evaluations. _____ SECONDARY AWARD
 _____ Contribute to teamwork. _____ \$43-45 weekend /hr

_____ Maximum personnel typically required: 4 _____

Maximum personnel your firm can commit to provide: 2 _____

_____ Number of active employees currently listed in your firm's database for this personnel description: 2 _____

(13) Unit Secretary: Required to input patient information. Must be computer literate; _____
 _____ proficient in MS Word; and type 30 wpm. Assemble, disassemble and maintain _____
 _____ medical records. Takes off provider orders, complete forms and requisitions, _____
 _____ files, locate and retrieve charts. Answers phone; takes messages; provides _____ PRIMARY AWARD
 _____ information to all staff. Contribute to teamwork. _____ \$13-15 weekend /hr

_____ Maximum personnel typically required: 2 _____

_____ Maximum personnel your firm can commit to provide: 2 _____

_____ Number of active employees currently listed in your firm's database for this personnel description: 2 _____

~~ATC HEALTHCARE, 7227 N. 16TH ST., STE 225, PHOENIX, AZ 85020~~

Terms: _____ NET 30

Federal Tax ID Number: _____ 58-1642356

Telephone Number: _____ 602/ 648-0368

Fax Number: _____ 602/ 648-0321

Contact Person: _____ Pat Willis

Vendor Number: _____ 581642356 A

E-mail Address: _____ N/A

Contract Period: _____ To cover the period ending July 31, 2004.

CARESTAF OF PHOENIX, 5251 N. 16TH ST., STE. 120, PHOENIX, AZ 85016

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☒ YES ☐ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☐ YES ☒ NO ☐ % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO ☐ % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

(2) Licensed Practical Nurse: Administers medications, injections, patient	
care treatments and completes and/or assists with procedures,	SECONDARY AWARD
including resuscitation, first aid and basic life support. Will document	\$33.00 weekdays/hr
assessments and evaluations and obtain lab specimens through venipuncture.	\$36.00 weekends/hr

~~Maximum personnel typically required: 15~~

~~Maximum personnel your firm can commit to provide: 15~~

~~Number of active employees currently listed in your firm's database for this personnel description: 40~~

(5) Nursing Assistant: Prepares patients for examination and treatment.

Takes patient histories, vital signs and records chief complaints. Performs office procedures. Maintains adequate supplies for exam/procedure rooms. Assist patient with basic needs. Documentation of patient care. Contribute to teamwork. Must possess current BLS certification and basic first aid.

SECONDARY AWARD
\$19.00 weekdays/hr
\$22.00 weekends/hr

Maximum personnel typically required: 10

Maximum personnel your firm can commit to provide: 10

Number of active employees currently listed in your firm's database for this personnel description: 50

CARESTAF OF PHOENIX, 5251 N. 16TH ST., STE. 120, PHOENIX, AZ 85016

~~(11) Registered Nurse (Medical): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.~~ **Cancellation Effective 2/18/02**

~~SECONDARY AWARD~~
~~\$45.00 weekdays /hr~~
~~\$47.00 weekends /hr~~

~~Maximum personnel typically required: 6~~

Maximum personnel your firm can commit to provide: 6

Number of *active employees* currently listed in your firm's database for this personnel description: 25

~~(12) Registered Nurse (Psychiatric): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations. Contribute to teamwork.~~ **Cancellation Effective 2/18/02**

~~SECONDARY AWARD~~
~~\$45.00 weekdays /hr~~
~~\$47.00 weekends /hr~~

~~Maximum personnel typically required: 4~~

Maximum personnel you firm can commit to provide: 4

Number of *active employees* currently listed in your firm's database for this personnel description: 10

Terms: 2% 10 DAYS NET 30

Federal Tax ID Number: 75-2649689

Telephone Number: 602/ 274-3400

Fax Number: 602/ 234-0577

Contact Person: Lynn Janson

Vendor Number: 752649689 E

E-mail Address: www.carestaf.com

Contract Period: To cover the period ending **July 31, 2004.**

CARRIGAN'S REGISTRY, 3747 N. 24TH ST., PHOENIX, AZ 85016

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☐ YES ☒ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☐ YES ☒ NO ☐ % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO ☐ % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☐ YES ☒ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

(2) Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.

SECONDARY AWARD
\$35.00/hr

Maximum personnel typically required: 15

Maximum personnel your firm can commit to provide: 30

Number of *active employees* currently listed in your firm's database for this personnel description: 35

(3) Medical Assistant: Prepares patients for examination and treatment, takes patient histories, vital signs and records chief complaints. Performs office procedures, tests and examinations. Maintains adequate supplies for exam/procedure rooms. Transcribes provider orders, schedules return appointments. Administers injections, immunizations and skin TB test per protocol. Performs venipunctures and lab tests. Contribute to team work and unit organization. Documentation of patient care. Must possess current BLS certificate and basic first aid.

SECONDARY AWARD
\$22.00/hr

Maximum personnel typically required: 30

Maximum personnel your firm can commit to provide: 10

Number of *active employees* currently listed in your firm's database for this personnel description: 2

CARRIGAN'S REGISTRY, 3747 N. 24TH ST., PHOENIX, AZ 85016

- (5) Nursing Assistant: Prepares patients for examination and treatment. Takes patient histories, vital signs and records chief complaints. Performs office procedures. Maintains adequate supplies for exam/procedure rooms. Assist patient with basic needs. Documentation of patient care. Contribute to teamwork. Must possess current BLS certification and basic first aid.

SECONDARY AWARD

\$22.00 /hr

Maximum personnel typically required: 10

Maximum personnel your firm **can commit to provide:** 15

Number of *active employees* currently listed in your firm's database for this personnel description: 45

- (6) Patient Care Assistant: Assist provider and nursing staff. Maintain unit logs and records. Documentation of patient care. Maintain adequate supplies for exam/procedure rooms. Computer literate – MS Word documents. Assemble, disassemble and maintain medical records. Take off provider orders. Perform venipuncture for labs and prepares specimens. Maintains lab area. Must possess current BLS certificate and first aid.

SECONDARY AWARD

\$22.00 /hr

Maximum personnel typically required: 5

Maximum personnel your firm can commit to provide: 15 ac

Number of active employees currently listed in your firm's database for this personnel description: 15 ac

- (11) Registered Nurse (Medical): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD

\$46.00 /hr

Maximum personnel typically required: 6

Maximum personnel your firm **can commit to provide:** 10-20

Number of *active employees* currently listed in your firm's database for this personnel description: 15

- (12) Registered Nurse (Psychiatric): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD

\$46.00 /hr

Maximum personnel typically required: 4

Maximum personnel you firm **can commit to provide:** 8

Number of *active employees* currently listed in your firm's database for this personnel description: 8-10

CARRIGAN'S REGISTRY, 3747 N. 24TH ST., PHOENIX, AZ 85016

Terms:	NET 30
Federal Tax ID Number:	86-0580348
Telephone Number:	602/ 778-9905
Fax Number:	602/ 778-9907
Contact Person:	Alice. Carrigan
Vendor Number:	860580348 A
E-mail Address:	barry@carrigans.com
Contract Period:	To cover the period ending July 31, 2004.

CYPRESS STAFFING SERVICES, 5225 N. CENTRAL AVE., STE 212, PHOENIX, AZ 85012

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☒ YES ☐ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☒ YES ☐ NO % REBATE
(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

(2) Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.

PRIMARY AWARD
\$31.00/ hr

Maximum personnel typically required: 15

Maximum personnel your firm **can commit to provide:**

Number of **active employees** currently listed in your firm's database for this personnel description:

(3) Medical Assistant: Prepares patients for examination and treatment, takes patient histories, vital signs and records chief complaints. Performs office procedures, tests and examinations. Maintains adequate supplies for exam/procedure rooms. Transcribes provider orders, schedules return appointments. Administers injections, immunizations and skin TB test per protocol. Performs venipunctures and lab tests. Contribute to team work and unit organization. Documentation of patient care. Must possess current BLS certificate and basic first aid.

SECONDARY AWARD
\$22.00/ hr

Maximum personnel typically required: 30

Maximum personnel your firm **can commit to provide:**

Number of **active employees** currently listed in your firm's database for this personnel description:

CYPRESS STAFFING SERVICES, 5225 N. CENTRAL AVE., STE 212, PHOENIX, AZ 85012

- (5) Nursing Assistant: Prepares patients for examination and treatment. Takes patient histories, vital signs and records chief complaints. Performs office procedures. Maintains adequate supplies for exam/procedure rooms. Assist patient with basic needs. Documentation of patient care. Contribute to teamwork. Must possess current BLS certification and basic first aid.

SECONDARY AWARD
\$20.00 /hr

Maximum personnel typically required: 10

Maximum personnel your firm **can commit to provide:** 10

Number of **active employees** currently listed in your firm's database for this personnel description: 9

- (6) Patient Care Assistant: Assist provider and nursing staff. Maintain unit logs and records. Documentation of patient care. Maintain adequate supplies for exam/procedure rooms. Computer literate – MS Word documents. Assemble, disassemble and maintain medical records. Take off provider orders. Perform venipuncture for labs and prepares specimens. Maintains lab area. Must possess current BLS certificate and first aid.

PRIMARY AWARD
\$18.00 /hr

Maximum personnel typically required: 5

Maximum personnel your firm **can commit to provide:** 12

Number of **active employees** currently listed in your firm's database for this personnel description: 15

- (9) Psychiatric Technician: Complete basic treatment as directed by licensed nurse or counselor. Assist all staff as needed to ensure patient care and unit activities are completed in a timely manner. Supply unit as needed. Documentation of patient care. Participates in group problems and teamwork. BLS certified.

SECONDARY AWARD
\$23.00 /hr

Maximum personnel typically required: 4

Maximum personnel your firm **can commit to provide:** 5

Number of **active employees** currently listed in your firm's database for this personnel description: 4

- (11) Registered Nurse (Medical): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD
\$ 44.00 /hr effective 10/20/02

Maximum personnel typically required: 6

Maximum personnel your firm can commit to provide: 6

Number of active employees currently listed in your firm's database for this personnel description: 6

CYPRESS STAFFING SERVICES, 5225 N. CENTRAL AVE., STE 212, PHOENIX, AZ 85012

(12) Registered Nurse (Psychiatric): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations. Contribute to teamwork.

**SECONDARY AWARD
\$ 50.00 /hr effective 10/20/02**

Maximum personnel typically required: 4

Maximum personnel your firm can commit to provide: 4

Number of *active employees* currently listed in your firm's database for this personnel description: 4

Terms:	1% 10 DAYS NET 30
Federal Tax ID Number:	86-0940250
Telephone Number:	602/ 264-8009
Fax Number:	602/ 279-63373
Contact Person:	Shelly Davidson/Joseph Roth
Vendor Number:	860940250
E-mail Address:	shellydavidson@cypresscompanies.com
Contract Period:	To cover the period ending July 31, 2004.

DEPENDABLE STAFFING SERVICES, 3507 N. CENTRAL AVE, STE. 101, PHOENIX, AZ 85012

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: X YES NO

ACCEPT PROCUREMENT CARD: X YES NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: X YES NO 4 % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: X YES NO % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: X YES NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

~~(1) Dental Assistant: Assist the dentist in providing general dental services.~~

~~— Accurately completes the daily sharps and instrument inventory at the~~

~~— beginning and end of each workday. Triage all inmates scheduled~~

~~— to be seen by the dentist. Takes dental x rays as directed by the dentist.~~

PRIMARY AWARD

~~— Documents activities and procedures in dental records.~~

\$28.00 /hr

Maximum personnel typically required: 1

Maximum personnel your firm can commit to provide: 5+

Number of active employees currently listed in your firm's database for this personnel description: 5+

~~(7) Pharmacist: Dispense and fill medication orders written by CHS medical~~

PRIMARY AWARD

~~— and dental staff.~~

\$63.00 /hr

Maximum personnel typically required: 1

Maximum personnel your firm can commit to provide: 5+

Number of active employees currently listed in your firm's database for this personnel description: 5+

DEPENDABLE STAFFING SERVICES, 3507 N. CENTRAL AVE, STE. 101, PHOENIX, AZ 85012

(8) Pharmacy Technician: Assist the pharmacist in the processing and filling —
 — of medication orders. Must be familiar with various medications, PRIMARY AWARD
 — their proper dose, use and contraindications. Must be computer literate. \$26.00 /hr

Maximum personnel typically required: 2 —

Maximum personnel your firm can commit to provide: 5+ —

Number of *active employees* currently listed in your firm's database for this personnel description: 5+ —

(10) Radiology Technician: Take medical x-rays, of good quality, ordered by —
 — medical providers. Must be familiar with various x-ray techniques SECONDARY AWARD
 — and be able to process and develop exposed x-rays. \$39.00 /hr

Maximum personnel typically required: 1 —

Maximum personnel your firm can commit to provide: 5+ —

Number of *active employees* currently listed in your firm's database for this personnel description: 5+ —

Terms: NET 30

Federal Tax ID Number: 86-0828727

Telephone Number: 602/264-1444

Fax Number: 602/264-1443

Contact Person: Brandt Hettenhaus

Vendor Number: 860828727

E-mail Address: DEPENDABLE@QWEST.NET

Contract Period: To cover the period ending July 31, 2004.

1120 S SWAN ROAD, TUCSON, AZ 85711

~~DEPENDABLE NURSES OF PHOENIX, 2601 E. THOMAS RD., STE 230, PHOENIX, AZ 85016~~

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☒ YES ☐ NO (WHEN READY)

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☐ YES ☒ NO ☐ % REBATE
(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO ☐ % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

- (2) **Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.**

**SECONDARY AWARD
\$ 39.60 /hr effective 10/20/02**

Maximum personnel typically required: 15

Maximum personnel your firm can commit to provide: 24

Number of *active employees* currently listed in your firm's database for this personnel description: 41

- (3) **Medical Assistant: Prepares patients for examination and treatment, takes patient histories, vital signs and records chief complaints. Performs office procedures, tests and examinations. Maintains adequate supplies for exam/procedure rooms. Transcribes provider orders, schedules return appointments. Administers injections, immunizations and skin TB test per protocol. Performs venipunctures and lab tests. Contribute to team work and unit organization. Documentation of patient care. Must possess current BLS certificate and basic first aid.**

**SECONDARY AWARD
\$25.25 /hr**

Maximum personnel typically required: 30

Maximum personnel your firm can commit to provide: 30

Number of *active employees* currently listed in your firm's database for this personnel description: 41

1120 S SWAN ROAD, TUCSON, AZ 85711

DEPENDABLE NURSES OF PHOENIX, 2601 E. THOMAS RD., STE 230, PHOENIX, AZ 85016

- (11) **Registered Nurse (Medical):** Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD
\$ 46.20 /hr effective 10/20/02

Maximum personnel typically required: 6

Maximum personnel your firm can commit to provide: 15

Number of *active employees* currently listed in your firm's database for this personnel description: 35

- (12) **Registered Nurse (Psychiatric):** Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD
\$ 46.20 /hr effective 10/20/02

Maximum personnel typically required: 4

Maximum personnel your firm can commit to provide: 6

Number of *active employees* currently listed in your firm's database for this personnel description: 12

- (13) **Unit Secretary:** Required to input patient information. Must be computer literate; proficient in MS Word; and type 30 wpm. Assemble, disassemble and maintain medical records. Takes off provider orders, complete forms and requisitions, files, locate and retrieve charts. Answers phone; takes messages; provides information to all staff. Contribute to teamwork.

SECONDARY AWARD
\$22.50 /hr

Maximum personnel typically required: 2

Maximum personnel your firm can commit to provide: 2

Number of *active employees* currently listed in your firm's database for this personnel description: 4

Terms: NET 30

Federal Tax ID Number: ~~86-0828640~~ **86-0828641**

Telephone Number: ~~602/222-9130~~ **520/795-1290**

Fax Number: ~~602/265-7583~~ **520/886-9604**

Contact Person: ~~Judith Hayter~~

Vendor Number: ~~86-0828640~~ **860828641**

E-mail Address: j.hayter@dependablenurses.com

Contract Period: To cover the period ending **July 31, 2004.**

HEALING HANDS, BEHAVIORAL HEALTH, P. O. BOX 3340, CHANDLAR, AZ 85244

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☒ YES ☐ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☐ YES ☒ NO ☐ % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☐ YES ☒ NO ☐ % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

- (2) **Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.**

**SECONDARY AWARD
\$ 30.00 /hr effective 10/20/02**

Maximum personnel typically required: 15

Maximum personnel your firm can commit to provide: 3

Number of *active employees* currently listed in your firm's database for this personnel description: 4

- (9) **Psychiatric Technician: Complete basic treatment as directed by licensed nurse or counselor. Assist all staff as needed to ensure patient care and unit activities are completed in a timely manner. Supply unit as needed. Documentation of patient care. Participates in group problems and teamwork. BLS certified.**

**PRIMARY AWARD
\$21.50 /hr**

Maximum personnel typically required: 4

Maximum personnel your firm can commit to provide: 6

Number of *active employees* currently listed in your firm's database for this personnel description: 15

HEALING HANDS, BEHAVIORAL HEALTH, P. O. BOX 3340, CHANDLAR, AZ 85244

- (11) **Registered Nurse (Medical):** Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD
\$ 47.50 /hr effective 10/20/02

Maximum personnel typically required: 6

Maximum personnel your firm can commit to provide: 6

Number of *active employees* currently listed in your firm's database for this personnel description: 6

- (12) **Registered Nurse (Psychiatric):** Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD
\$ 47.50 /hr effective 10/20/02

Maximum personnel typically required: 4

Maximum personnel your firm can commit to provide: 6

Number of *active employees* currently listed in your firm's database for this personnel description: 12

Terms:	NET 30
Federal Tax ID Number:	86-0919175
Telephone Number:	480/ 726-0520
Fax Number:	480/ 726-0520
Contact Person:	Carol Felix
Vendor Number:	860919175 A
E-mail Address:	healinghands@aol.com
Contract Period:	To cover the period ending July 31, 2004 .

2200 E. CAMELBACK ROAD STE. #230, PHOENIX, AZ 85016

INTELSTAF HEALTH SERVICES, 711 E. MISSOURI ST., STE. 130, PHOENIX, AZ 85014

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☒ YES ☐ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☒ YES ☐ NO % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

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The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

(7) Pharmacist: Dispense and fill medication orders written by CHS medical and dental staff.

SECONDARY AWARD

\$74.00/_____/hr

Maximum personnel typically required: 1

Maximum personnel your firm **can commit to provide:**

Number of **active employees** currently listed in your firm's database for this personnel description: _____

(8) Pharmacy Technician: Assist the pharmacist in the processing and filling of medication orders. Must be familiar with various medications, their proper dose, use and contraindications. Must be computer literate.

SECONDARY AWARD

\$26.00/_____/hr

Maximum personnel typically required: 2

Maximum personnel your firm **can commit to provide:**

Number of **active employees** currently listed in your firm's database for this personnel description: _____

2200 E. CAMELBACK ROAD STE. #230, PHOENIX, AZ 85016

INTELISTAF HEALTH SERVICES, 711 E. MISSOURI ST., STE. 130, PHOENIX, AZ 85014

(10) Radiology Technician: Take medical x-rays, of good quality, ordered by medical providers. Must be familiar with various x-ray techniques and be able to process and develop exposed x-rays.

SECONDARY AWARD

\$50.00/_____/hr

Maximum personnel typically required: 1

Maximum personnel your firm can commit to provide: ____1____

Number of *active employees* currently listed in your firm's database for this personnel description: _____

*Specialty Radiology Technician (CT, MRI, Mammography)

\$58.00/_____/hr

Terms: NET 30

Federal Tax ID Number: 11-3454096

Telephone Number: 602/ 279-5600

Fax Number: 602/ 279-0434

Contact Person: ~~Sharon Foltz~~ Darlene Hanson- Operations Manager

Vendor Number: 113454096 B

E-mail Address: sfoltz@intelistaf.com

Contract Period: To cover the period ending July 31, 2004.

MAXIM HEALTHCARE, 1010 E. MCDOWELL RD.,STE 206, PHOENIX, AZ 85006

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☒ YES ☐ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☒ YES ☐ NO % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☐ YES ☐ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

- (2) **Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.**

**SECONDARY AWARD
\$ 36.00 /hr effective 10/20/02**

Maximum personnel typically required: 15

Maximum personnel your firm can commit to provide: 15

Number of *active employees* currently listed in your firm's database for this personnel description: 38

- (3) **Medical Assistant: Prepares patients for examination and treatment, takes patient histories, vital signs and records chief complaints. Performs office procedures, tests and examinations. Maintains adequate supplies for exam/procedure rooms. Transcribes provider orders, schedules return appointments. Administers injections, immunizations and skin TB test per protocol. Performs venipunctures and lab tests. Contribute to team work and unit organization. Documentation of patient care. Must possess current BLS certificate and basic first aid.**

**SECONDARY AWARD
\$20.00 /hr**

Maximum personnel typically required: 30

Maximum personnel your firm can commit to provide: 30

Number of *active employees* currently listed in your firm's database for this personnel description: 27

MAXIM HEALTHCARE, 1010 E. MCDOWELL RD.,STE 206, PHOENIX, AZ 85006

- (4) Medical Records Clerk: Process requests for release of medical record information. Handles various telephone inquiries. Retrieval of medical records. File active and inactive medical records. Purge inactive medical records. Process abnormal lab results, order supplies and performs other duties as assigned.

SECONDARY AWARD

\$23.00 /hr

Maximum personnel typically required: 6

Maximum personnel your firm **can commit to provide:** 6

Number of **active employees** currently listed in your firm's database for this personnel description: 4

- (6) Patient Care Assistant: Assist provider and nursing staff. Maintain unit logs and records. Documentation of patient care. Maintain adequate supplies for exam/procedure rooms. Computer literate – MS Word documents. Assemble, disassemble and maintain medical records. Take off provider orders. Perform venipuncture for labs and prepares specimens. Maintains lab area. Must possess current BLS certificate and first aid.

SECONDARY AWARD

\$20.00 /hr

Maximum personnel typically required: 5

Maximum personnel your firm **can commit to provide:** 5

Number of **active employees** currently listed in your firm's database for this personnel description: 7

- (8) Pharmacy Technician: Assist the pharmacist in the processing and filling of medication orders. Must be familiar with various medications, their proper dose, use and contraindications. Must be computer literate.

SECONDARY AWARD

\$44.00 /hr

Maximum personnel typically required: 2

Maximum personnel your firm **can commit to provide:** 2

Number of **active employees** currently listed in your firm's database for this personnel description: 1

- (10) Radiology Technician: Take medical x-rays, of good quality, ordered by medical providers. Must be familiar with various x-ray techniques and be able to process and develop exposed x-rays.

SECONDARY AWARD

\$44.00 /hr

Maximum personnel typically required: 1

Maximum personnel your firm **can commit to provide:** 1

Number of **active employees** currently listed in your firm's database for this personnel description: 15

- (11) **Registered Nurse (Medical): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.**

SECONDARY AWARD

\$ 48.00 /hr effective 10/20/02

MAXIM HEALTHCARE, 1010 E. MCDOWELL RD.,STE 206, PHOENIX, AZ 85006

Maximum personnel typically required: 6

Maximum personnel your firm can commit to provide: 6

Number of *active employees* currently listed in your firm's database for this personnel description: 60

(13) Unit Secretary: Required to input patient information. Must be computer literate; proficient in MS Word; and type 30 wpm. Assemble, disassemble and maintain medical records. Takes off provider orders, complete forms and requisitions, files, locate and retrieve charts. Answers phone; takes messages; provides information to all staff. Contribute to teamwork.

SECONDARY AWARD
\$19.00/hr

Maximum personnel typically required: 2

Maximum personnel your firm **can commit to provide:** 2

Number of ***active employees*** currently listed in your firm's database for this personnel description: 12

Terms:	NET 30
Federal Tax ID Number:	52-1590951
Telephone Number:	800/ 318-6117
Fax Number:	602/ 528-1969
Contact Person:	Dale Kirry
Vendor Number:	521590951 A
E-mail Address:	dakirry@maxhealth.com
Contract Period:	To cover the period ending July 31, 2004.

MD HOME HEALTH, 5727 N. 7TH ST., STE 401, PHOENIX, AZ 85014

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☐ YES ☒ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☐ YES ☒ NO ☐ % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO ☐ % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

(2) Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.

SECONDARY AWARD
\$30.00/hr

Maximum personnel typically required: 15

Maximum personnel your firm **can commit to provide:** 8

Number of **active employees** currently listed in your firm's database for this personnel description: 54

(5) Nursing Assistant: Prepares patients for examination and treatment. Takes patient histories, vital signs and records chief complaints. Performs office procedures. Maintains adequate supplies for exam/procedure rooms. Assist patient with basic needs. Documentation of patient care. Contribute to teamwork. Must possess current BLS certification and basic first aid.

PRIMARY AWARD
\$19.00/hr

Maximum personnel typically required: 10

Maximum personnel your firm **can commit to provide:** 5

Number of **active employees** currently listed in your firm's database for this personnel description: 23

MD HOME HEALTH, 5727 N. 7TH ST., STE 401, PHOENIX, AZ 85014

- (11) Registered Nurse (Medical): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.

PRIMARY AWARD

\$39.75 /hr

Maximum personnel typically required: 6Maximum personnel your firm **can commit to provide:** 12Number of **active employees** currently listed in your firm's database for this personnel description: 69

- (12) Registered Nurse (Psychiatric): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations. Contribute to teamwork.

PRIMARY AWARD

\$39.75 /hr

Maximum personnel typically required: 4Maximum personnel you firm **can commit to provide:** 2Number of **active employees** currently listed in your firm's database for this personnel description: 2

Terms:	NET 30
Federal Tax ID Number:	86-0649067
Telephone Number:	602/ 266-9971
Fax Number:	602/ 266-9968
Contact Person:	David Hildebrandt
Vendor Number:	860649067 A
E-mail Address:	staffing@mdhomehealth.com
Contract Period:	To cover the period ending July 31, 2004 .

SACRED HEART NURSING SERVICES, 3418 E. INDIAN SCHOOL RD., PHOENIX, AZ 85018

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ____ YES ___X___ NO

ACCEPT PROCUREMENT CARD: ___X___ YES _____ NO (still on the process of settings-up. We are being charged 2.8% by the bank on all deposits + monthly charge + \$500.00 for the machine)

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ____ YES ___X___ NO _____ % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ____ YES ___X___ NO _____ % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ___X___ YES _____ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

(2) Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.

SECONDARY AWARD
\$32.88_____/hr

Maximum personnel typically required: 15

Maximum personnel your firm **can commit to provide:** __18__ (9 Lpn's goes there regularly at the present)

Number of **active employees** currently listed in your firm's database for this personnel description: __48__

(11) Registered Nurse (Medical): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD
\$42.88_____/hr

Maximum personnel typically required: 6

Maximum personnel your firm **can commit to provide:** __8__ (3 RN's are regularly being assigned there)

Number of **active employees** currently listed in your firm's database for this personnel description: __9__

SACRED HEART NURSING SERVICES, 3418 E. INDIAN SCHOOL RD., PHOENIX, AZ 85018

(12) Registered Nurse (Psychiatric): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD

\$42.88/hr

Maximum personnel typically required: 4

Maximum personnel you firm **can commit to provide:** 2

Number of **active employees** currently listed in your firm's database for this personnel description: 9

Terms:	NET 30
Federal Tax ID Number:	86-0646551
Telephone Number:	602/ 277-8721
Fax Number:	602/ 224-1357
Contact Person:	Andrea Datingaling-Panaligan
Vendor Number:	860646551
E-mail Address:	shns@qwest.net
Contract Period:	To cover the period ending July 31, 2004.

3800 N CENTRAL AVE. #480, PHOENIX, AZ 85012-3522
STARMED STAFFING GROUP, 1661 E. CAMELBACK ROAD, STE 154, PHOENIX, AZ 85016

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☒ YES ☐ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☒ YES ☐ NO % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

- (2) **Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.**

SECONDARY AWARD
\$ 37.95 /hr effective 10/20/02

Maximum personnel typically required: 15

Maximum personnel your firm can commit to provide: 4

Number of *active employees* currently listed in your firm's database for this personnel description: 23

- (3) **Medical Assistant: Prepares patients for examination and treatment, takes patient histories, vital signs and records chief complaints. Performs office procedures, tests and examinations. Maintains adequate supplies for exam/procedure rooms. Transcribes provider orders, schedules return appointments. Administers injections, immunizations and skin TB test per protocol. Performs venipunctures and lab tests. Contribute to team work and unit organization. Documentation of patient care. Must possess current BLS certificate and basic first aid.**

PRIMARY AWARD
\$18.50 /hr

Maximum personnel typically required: 30

Maximum personnel your firm can commit to provide: 30

Number of *active employees* currently listed in your firm's database for this personnel description: 178

3800 N CENTRAL AVE. #480, PHOENIX, AZ 85012-3522

STARMED STAFFING GROUP, 1661 E. CAMELBACK ROAD, STE 154, PHOENIX, AZ 85016

(4) Medical Records Clerk: Process requests for release of medical record information. Handles various telephone inquiries. Retrieval of medical records. File active and inactive medical records. Purge inactive medical records. Process abnormal lab results, order supplies and performs other duties as assigned.

SECONDARY AWARD

\$16.80 /hr

Maximum personnel typically required: 6

Maximum personnel your firm **can commit to provide:** 8

Number of **active employees** currently listed in your firm's database for this personnel description: 86

(9) Psychiatric Technician: Complete basic treatment as directed by licensed nurse or counselor. Assist all staff as needed to ensure patient care and unit activities are completed in a timely manner. Supply unit as needed. Documentation of patient care. Participates in group problems and teamwork. BLS certified.

SECONDARY AWARD

\$24.95 /hr

Maximum personnel typically required: 4

Maximum personnel your firm **can commit to provide:** 6

Number of **active employees** currently listed in your firm's database for this personnel description: 10

(10) Radiology Technician: Take medical x-rays, of good quality, ordered by medical providers. Must be familiar with various x-ray techniques and be able to process and develop exposed x-rays.

SECONDARY AWARD

\$40.70 /hr

Maximum personnel typically required: 1

Maximum personnel your firm **can commit to provide:** 1

Number of **active employees** currently listed in your firm's database for this personnel description: 4

~~(11) Registered Nurse (Medical): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.~~

SECONDARY AWARD

\$43.95 /hr

~~Maximum personnel typically required: 6~~

~~Maximum personnel your firm can commit to provide: 4~~

~~Number of active employees currently listed in your firm's database for this personnel description: 14~~

~~(12) Registered Nurse (Psychiatric): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations.~~

SECONDARY AWARD

3800 N CENTRAL AVE. #480, PHOENIX, AZ 85012-3522

STARMED STAFFING GROUP, 1661 E. CAMELBACK ROAD, STE 154, PHOENIX, AZ 85016~~Contribute to teamwork.~~ ~~\$45.95~~/hr~~Maximum personnel typically required: 4~~~~Maximum personnel your firm can commit to provide: 3~~~~Number of active employees currently listed in your firm's database for this personnel description: 12~~

(13) Unit Secretary: Required to input patient information. Must be computer literate; proficient in MS Word; and type 30 wpm. Assemble, disassemble and maintain medical records. Takes off provider orders, complete forms and requisitions, files, locate and retrieve charts. Answers phone; takes messages; provides information to all staff. Contribute to teamwork.

SECONDARY AWARD

\$18.50/hr

Maximum personnel typically required: 2

Maximum personnel your firm can commit to provide: 2

Number of *active employees* currently listed in your firm's database for this personnel description: 24

Terms: 2 % 10 DAYS NET 30

Federal Tax ID Number: 59-3297579

Telephone Number: 602/ 265-6862

Fax Number: 602/ 265-7790

Contact Person: ~~Mary Jane Duvall~~ Shelley Olmsted

Vendor Number: 593297579 B

E-mail Address: phoenixaz@starmedperdiem.comContract Period: To cover the period ending **July 31, 2004.**

NCI/NURSING CENTERS INC, 4343 E. CAMELBACK RD SUITE #470, PHOENIX, AZ 85018

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ____ YES __X__ NO

ACCEPT PROCUREMENT CARD: ____ YES __X__ NO

INTERNET ORDERING CAPABILITY: ____ YES ____ NO __X__ % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ____ YES __X__ NO

PRICING:

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PRICING: P080502/B0600095

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The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

- (2) **Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.**

SECONDARY AWARD
\$ 38.50 /hr effective 10/20/02

Maximum personnel typically required: 5

Maximum personnel your firm can commit to provide: 10

Number of *active employees* currently listed in your firm's database for this personnel description: 16

- (3) **Medical Assistant: Prepares patients for examination and treatment, takes patient histories, vital signs and records chief complaints. Performs office procedures, tests and examinations. Maintains adequate supplies for exam/procedure rooms. Transcribes provider orders, schedules return appointments. Administers injections, immunizations and skin TB test per protocol. Performs venipunctures and lab tests. Contribute to team work and unit organization. Documentation of patient care. Must possess current BLS certificate and basic first aid.**

SECONDARY AWARD
\$ 27.95 /hr effective 10/20/02

Maximum personnel typically required: 30

Maximum personnel your firm can commit to provide: 4

Number of *active employees* currently listed in your firm's database for this personnel description: 8

- (11) **Registered Nurse (Medical): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation,**

NCI/NURSING CENTERS INC, 4343 E. CAMELBACK RD SUITE #470, PHOENIX, AZ 85018

first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD
\$ 48.95 /hr effective 10/20/02

Maximum personnel typically required: 6

Maximum personnel your firm can commit to provide: 6

Number of *active employees* currently listed in your firm's database for this personnel description: 20

(12) Registered Nurse (Psychiatric): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD
\$ 48.95 /hr effective 10/20/02

Maximum personnel typically required: 4

Maximum personnel your firm can commit to provide: 4

Number of *active employees* currently listed in your firm's database for this personnel description: 20

Terms:	NET 30
Federal Tax ID Number:	39-1886620
Vendor Number:	391886620
Telephone Number:	602/852-0040
Fax Number:	602/852-0090
Contact Person:	Lynne/Tom Hagen/Kim Nelson
Contract Period:	To cover the period ending July 31, 2004.

NURSES PLUS HEALTH CARE, PO BOX 9576, PHOENIX, AZ 85068

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☒ YES ☐ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☒ YES ☐ NO 1 %
REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

PRICING: P080502/B0600095

Correctional Health Services' temporary medical personnel needs vary daily. To facilitate CHS filling its staffing requirements, respondents are required (MANDATORY) to indicate the maximum number of employees they can commit to provide for each personnel description listed with two (2) weeks notice.

The maximum number of each personnel description anticipated to be required on any given day is listed below.

Respondents shall also state (MANDATORY) the number of active employees currently listed in their data base, by personnel description.

- (2) Licensed Practical Nurse: Administers medications, injections, patient care treatments and completes and/or assists with procedures, including resuscitation, first aid and basic life support. Will document assessments and evaluations and obtain lab specimens through venipuncture.

SECONDARY AWARD
\$ 34.00 /hr effective 10/20/02

Maximum personnel typically required: 15

Maximum personnel your firm can commit to provide: 4

Number of active employees currently listed in your firm's database for this personnel description: 27

- (11) Registered Nurse (Medical): Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Obtain lab specimens through venipunctures. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD
\$ 44.00 /hr effective 10/20/02

Maximum personnel typically required: 6

Maximum personnel your firm can commit to provide: 1

Number of active employees currently listed in your firm's database for this personnel description: 12

NURSES PLUS HEALTH CARE, PO BOX 9576, PHOENIX, AZ 85068

(12) **Registered Nurse (Psychiatric):** Perform client assessments, implement plan of care, initiate interventions, evaluate intervention outcome and report change of client condition to appropriate person(s). Administer medications and injections and complete and/or assist with procedures, including resuscitation, first aid and basic life support. Must be IV therapy competent. Will obtain lab specimens through venipuncture. Document assessments and evaluations. Contribute to teamwork.

SECONDARY AWARD
\$ 44.00 /hr effective 10/20/02

Maximum personnel typically required: 4

Maximum personnel your firm can commit to provide: 1

Number of *active employees* currently listed in your firm's database for this personnel description: 3

Terms:	NET 30
Federal Tax ID Number:	86-0600169
Vendor Number:	860600169 B
Telephone Number:	602/285-0535
Fax Number:	602/285-0513
Contact Person:	Daniel J Belisle
Contract Period:	To cover the period ending July 31, 2004.